



**LAND SUBDIVISION COMMITTEE MEETING MINUTES**  
**November 7, 2013**

**ATTENDANCE**

**Land Subdivision Committee Members**

**Staff**

Gregg Humphrey, Chairman	Joe Zeibert
Nate Bottom, Vice-Chairman	Steve Keenan
Mike Johnson	Norm Sims
Chris Richmond	
Matt McLaughlin	<b>Others</b>
Cyndi Knowles	Fred Coombe      Mike Haight
Lori Williams	Jason Hannah      Mike Lopez
Paul O'Shea	Kari Hannah      John Harris
Allen Alexander	Brian Davis
Brad Bixby	Jeff Miller
Kenneth Springs	J.T. Gibbs
Elliott McKinley	Mike Ryan
Dean Graven	Dawn Anderson
Brian Wright	Steve Walker

- **CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:30 PM.

- **MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the October 3, 2013 Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand as approved.

- **ACTION ITEMS**

See attached. Please note that Agenda Item # 5 was withdrawn.

- **UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

- **ADJOURNMENT**

The meeting adjourned at 2:25 PM.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1994-17

CENSUS TRACT # 36.04

<b>NAME OF SUBDIVISION:</b>	Mill Creek Estates, Phase II – Location & Sketch Map and Variance – Sec. 153.157(L) – Restriction of Access		
<b>JURISDICTION:</b>	City		
<b>DATE OF MEETING:</b>	November 7, 2013		
<b>OWNER:</b>	INB Trust 01-010		
<b>ENGINEER:</b>	Coombe-Bloxdorf		
<b>DESCRIPTION:</b>	Pt. NW ¼, SW 1/4 , Sec. 1, T15N, R6W, Pt NE ¼, SE ¼, Sec. 2, T15N, R6W (Greenbriar Road, east of West Road Drive)		
	19.53	<b>Acres</b>	36 <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Variance – Sec. 153.157(L) – Restriction of Access – Approve, Subject To		
			Location and Sketch Map – Approve, Subject To
<b>BY:</b>	Nate Bottom		Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Kenneth Springs		Kenneth Springs
<b>VOTE:</b>	Unanimous		Unanimous

Fred Coombe presented the location and sketch map and variance.

Joe Zeibert, Regional Planning Commission, said staff recommends approval of the location and sketch map. He said all essential services are available to serve the site and the development is in accord with the 2020 Springfield Comprehensive Plan. Zeibert said staff recommends approval of the variance for restriction of access to allow one access point to Greenbriar Drive for the proposed five acre area reserved for a public park. He said other comments include label Greenbriar as an arterial road. Zeibert said the applicant shall correct the location map to reflect the area to be divided. He said the applicant shall correct the acreage to only show the area to be developed. Zeibert said the applicant shall identify the tree lines on the plan. He asked Public Works to think about what to call Greenbriar on future plans since it changes from Road to Drive.

Coombe asked for clarification on the comment about correcting the location map. Zeibert said the applicant needs to only reflect the area left to be subdivided on the location map.

Kenneth Springs, Citizen Member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, said the property was annexed into the City on April 5, 1994. He said CWLP has a 10-inch water main along Greenbriar Drive with adequate capacity for this development near Strawberry Lane.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, said Lot 721 should be labeled as a 1000 series lot. He asked if this part of the subdivision would be constructed all in one phase. Coombe said two phases. Bottom said the applicant shall correct the spelling in Note 9 and replace the word purchase with acquisition.

Coombe asked about the 1000 series lot comment. After some discussion, Coombe indicated the applicant would use a 2000 series number for the proposed park lot [Lot 721].

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, had no comments.

Nate Bottom made a motion to approve a variance of Section 153.157(L) – Restriction of Access – to allow one access point to Greenbriar Drive for the proposed five acre area reserved for a public park, subject to determining the final access point. Kenneth Springs seconded the motion and the vote was unanimous.

Coombe asked about the subject to for the variance and whether it applied to the proposed park lot. After some discussion among Coombe, Bottom, and Zeibert, it was explained that the purpose of the subject to was to determine an exact access location for the proposed park lot.

Nate Bottom made a motion to approve the location and sketch map, subject to:

- 1) Labeling Greenbriar as an arterial;
- 2) Correcting the location map to reflect the area left to be divided;
- 3) Correcting the acreage to only show the area to be developed;
- 4) Identifying the tree lines on the plan;
- 5) Correcting the spelling in Note 9;
- 6) Replacing the word purchase with acquisition; and,
- 7) Labelling Lot 721 as a 2000 series lot.

Kenneth Springs seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1972-5

CENSUS TRACT # 20

**NAME OF SUBDIVISION:** Colony West Estates – 4<sup>th</sup> Addition – Lot 107 – Partial Plat of Vacation

**JURISDICTION:** City

**DATE OF MEETING:** November 7, 2013

**OWNER:** Ruth A. Dozier Trust  
Martha Madlinger

**ENGINEER:** Coombe-Bloxdorf

**DESCRIPTION:** Pt. SW ¼, Sec. 6, T15N, R5W (Northwest corner of Bellerive Road and Greenbriar Road)

0.27    **Acres**       1       **Lots**

**MOTION TO RECOMMEND:** Approve, Subject To

**BY:** Nate Bottom

**2<sup>ND</sup> BY:** Kenneth Springs

**VOTE:** Unanimous

Fred Coombe presented the partial plat of vacation. He said the purpose was to vacate a setback line that appears on the recorded plat of subdivision to allow a tract survey division.

Joe Zeibert, Regional Planning Commission, asked Public Works if the signature block on the instrument was acceptable.

Kenneth Springs, Citizen Member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, said the applicant shall indicate the proposed building setback shall comply with the zoning requirements of the City of Springfield. He said the applicant shall revise the plat certificate to add a signature line for a notary public.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, had no comments.

Nate Bottom made a motion to approve the partial plat of vacation, subject to:

- 1) Indicating the proposed building setback shall comply with the zoning requirements of the City of Springfield; and,
- 2) Revising the plat certificate to add a signature line for a notary public.

Kenneth Springs seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

**FILE NO.** 2003-15

**CENSUS TRACT #** 20

<b>NAME OF SUBDIVISION:</b>	Redivision of Lots 1 & 2 of White Oaks Commons – Location and Sketch Map and Variance – Sec. 153.158(B)(2) – Lot Arrangement	
<b>JURISDICTION:</b>	City	
<b>DATE OF MEETING:</b>	November 7, 2013	
<b>OWNER:</b>	Commerce Bank (Quattro Development)	
<b>ENGINEER:</b>	Larson Engineering	
<b>DESCRIPTION:</b>	Pt. NW ¼, Sec. 7, T15N, R5W (North side of Iles Avenue, east of Veterans Parkway)	
	3.36 <b>Acres</b> 3 <b>Lots</b>	
<b>MOTION TO RECOMMEND:</b>	Variance – Sec. 153.158(B)(2) – Lot Arrangement – Approve, Subject To	Location and Sketch Map – Approve, Subject To
<b>BY:</b>	Nate Bottom	Gregg Humphrey
<b>2<sup>ND</sup> BY:</b>	Kenneth Springs	Lori Williams
<b>VOTE:</b>	Unanimous	Unanimous

Mike Haigh, Quattro Development [subdivider], presented the location and sketch map.

Joe Zeibert, Regional Planning Commission, said staff recommends approval of the location and sketch map. Zeibert said all essential services are available to serve the site. He said staff recommends approval of the variance request for lot arrangement to allow lots without access to a public road. He said the proposed development is bounded by a restricted access controlled highway to the west and a limited access controlled arterial to the south. Zeibert said the development will be utilizing an existing access point along Iles Avenue to serve the proposed three lot development. He said another comment is to identify Iles Avenue as an arterial road. Zeibert asked if the drainage and utility easement will be vacated. Haigh said the easement will contain some proposed parking, but could be vacated in the future. After some discussion, Zeibert reminded the applicant that if the easement will be vacated it must be done prior to the final plat.

Kenneth Springs, Citizen Member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, said CWLP has adequate capacity to serve the three lots proposed. He said there is an existing 10-inch water main that runs across Lot 3 and into Lot 2 within

an easement. Johnson said a short extension or easement is required to have access to this water main for Lot 1.

Gregg Humphrey, Springfield Metro Sanitary District, said the 8-inch sanitary sewer main shall be extended to serve all of the lots.

Nate Bottom, City Engineer, said sidewalk shall be installed along Iles Avenue. He said some additional right of way [ROW] may be required. Haigh asked about the location of the sidewalk, to which Bottom replied it shall be located 1-foot inside the ROW and shall be 5 feet wide because Iles is an arterial. Bottom said the applicant shall adjust the access easement to provide access to Lot 3. He said the sanitary sewer to Lot 3 and the lateral depth to Lot 1 shall be adjusted.

Lori Williams, City Traffic Engineer, said once the development is constructed, signal maintenance for the private drive shall be split between the City of Springfield, 50%, White Oaks Mall Simon Properties, 25%, and White Oaks Commons, 25%. She said the applicant shall fix the typo for 317.23; the plan shows inches instead of feet. Williams asked about zoning, to which Haigh said zoning would not be requested and he would change the plan. Williams said the traffic study may have to be resubmitted because the original study only showed two lots.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, said the plan should show the proposed hydrant locations and the proposed water mains.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, said electric service is in the area. He said an electric extension may be needed to one or more lots. Bixby said there will be fees to provide the electric service.

Gregg Humphrey asked for the staff recommendation on the lot arrangement variance, to which Zeibert replied approval.

Nate Bottom made a motion to approve a variance of Section 153.158(B)(2) – Lot Arrangement - to allow lots without access to a public road, subject to adjusting the access easement. Kenneth Springs seconded the motion and the vote was unanimous.

Gregg Humphrey made a motion to approve the location and sketch map, subject to:

- 1) Identifying Iles Avenue as an arterial road;
- 2) Showing the five-foot sidewalk to be installed along Iles Avenue;
- 3) Adjusting the access easement to provide access to Lot 3;
- 4) Adjusting the sanitary sewer to Lot 3 and the lateral depth to Lot 1;
- 5) Changing the zoning on the plan; and,
- 6) Fixing the typo, feet not inches.

Lori Williams seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2003-15

CENSUS TRACT # 20

<b>NAME OF SUBDIVISION:</b>	Redivision of Lots 1 & 2 of White Oaks Commons – Preliminary Plan
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	November 7, 2013
<b>OWNER:</b>	Commerce Bank (Quattro Development)
<b>ENGINEER:</b>	Larson Engineering
<b>DESCRIPTION:</b>	Pt. NW ¼, Sec. 7, T15N, R5W (North side of Iles Avenue, east of Veterans Parkway)
	<u>3.36</u> <b>Acres</b> <u>3</u> <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Kenneth Springs
<b>VOTE:</b>	Unanimous

Mike Haight, Quattro Development, presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said the applicant shall submit preliminary covenants. He said the applicant shall show the fire hydrants to serve the site. Zeibert said the applicant shall show the access easement to Lot 3. He said the applicant shall correct the legend to reflect the symbols actually used. Haigh asked about the covenants. Zeibert said it will mainly address the maintenance of the access easement. Humphrey added it will also address payment for the traffic signal since the subdivision must maintain 25% of the cost.

Kenneth Springs, Citizen Member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, asked if there is an identified use for these parcels. Haigh said the applicant has no signed leases. He said they are in lease negotiation with a retailer on the hard corner [Lot 3]. Haigh said the plan was to have restaurant uses on Lots 1 and 2.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, said the applicant shall show the existing water lines. He said CWLP will need to do an extension to get water to Lot 1. Johnson said more hydrants will most likely be required when the site plans are finalized for the individual lots.



Gregg Humphrey, Springfield Metro Sanitary District, said the applicant shall show the 8-inch sanitary sewer main extended to serve all of the lots.

Nate Bottom, City Engineer, said sidewalks need to be installed along Iles Avenue. He said additional ROW may be required. Bottom said the access easement shall be adjusted. He asked if the applicant is utilizing the same drainage study. Bottom said there is drainage already constructed for this development. Haigh said he did not know. Bottom said a modified drainage study will need to be approved.

Lori Williams, City Traffic Engineer, said the approved traffic study shall be modified to reflect the new lot configuration and development pattern. She said the signal maintenance shall be maintained by the parties [see Location and Sketch Map minutes for exact distribution].

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, had no comments.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Submitting preliminary covenants;
- 2) Showing the fire hydrants to serve the site;
- 3) Showing the access easement to Lot 3;
- 4) Matching the legend with the symbols actually used;
- 5) Showing the existing and the proposed location of water main improvements;
- 6) Showing the sidewalk along Iles;
- 7) Adjusting the access easement;
- 8) Submission and approval of a drainage study by the Office of Public Works; and,
- 9) Submission and approval of the traffic study by the Office of Public Works.

Kenneth Springs seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO.    1999-03  
CENSUS TRACT #    36.02

<b>NAME OF SUBDIVISION:</b>	Salem Estates 4th Addition – Final Plat
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	November 7, 2013
<b>OWNER:</b>	Buckley Development, LLC
<b>ENGINEER:</b>	Martin Engineering
<b>DESCRIPTION:</b>	Pt. NW ¼, Sec. 35, T16N, R6W (Northwest corner of Bradfordton Road and Old Salem Lane)
	<u>10.045    Acres       25       Lots</u>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Gregg Humphrey
<b>2<sup>ND</sup> BY:</b>	Kenneth Springs
<b>VOTE:</b>	Unanimous

Steve Walker presented the final plat.

Joe Zeibert, Regional Planning Commission, said the applicant shall submit final covenants. He asked whether ROW had already been dedicated along Bradfordton Road. Walker said there is 50 feet existing and another 25 feet will be dedicated. Zeibert asked if more ROW would be dedicated along Old Salem Lane. He said since the ROW would be dedicated to two separate entities and the plat will need clarification on the owner's certificate or on the plat to identify the ROW to be dedicated to the County and to the City. Nate Bottom, City Engineer, said this will be specified on the plat.

Kenneth Springs, Citizen Member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, asked if the County needed anymore ROW for improvements at the corner of Bradfordton and Old Salem. Wright asked how much ROW was present, to which Bottom replied 75 feet on Bradfordton and 40 feet on Old Salem. Wright said that is fine. Bottom said the plat shall be signed and sealed by a PLS licensed in Illinois. He said the applicant shall resolve the discrepancy between the drawing, which calls for pipe in concrete, and the legal description, which calls for iron pin in concrete. Bottom said the applicant shall revise the City Engineer's sign off. He said the applicant shall revise the owner's certificate.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, said the electric service is still part of a joint CWLP-CILCO joint venture. Mike Ryan asked how long it would take to straighten out the electric service. He said with another plat he had a six month delay because of the issue. Ryan asked if this could be anticipated. Bixby said there is ongoing discussion between the City and Ameren over who will provide electric service to the area. Ryan and Bixby discussed installing utilities in the area. Bixby said there is not a direct circuit feed from CWLP, so the utility relies on Ameren to provide the utility with an electrical source. Ryan said he has some property owners on CWLP service with others on Ameren service.

Gregg Humphrey moved to approve the final plat, subject to:

- 1) Submitting final covenants;
- 2) Clarifying on the owner's certificate and on the plat what ROW will be dedicated to the City and what ROW will be dedicated to the County;
- 3) Adding PLS signature and seal;
- 4) Resolving the discrepancy between the drawing and the legal;
- 5) Revising the City Engineer's sign off; and,
- 6) Revising the owner's certificate.

Kenneth Springs seconded the motion and the vote was unanimous.

**Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.**

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

**FILE NO.**     2013-08

**CENSUS TRACT #**     36.01

<b>NAME OF SUBDIVISION:</b>	Hannah City Minor Subdivision – Final Plat
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	November 7, 2013
<b>OWNER:</b>	Josh Schlicht Jason & Kari Hannah
<b>ENGINEER:</b>	Raynolds, Higginbotham and Associates, Inc.
<b>DESCRIPTION:</b>	Pt. NE ¼, SE ¼, Sec. 33, 16N, R6W (Southeast corner of Old Salem Road and Riddle Hill Road)
	<u>26.877</u> <b>Acres</b> <u>3</u> <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Kenneth Springs
<b>2<sup>ND</sup> BY:</b>	Cyndi Knowles
<b>VOTE:</b>	Passed with one no vote

Kari Hannah presented the final plat of subdivision on behalf of the property owner Josh Schlicht. She said Schlicht is selling them one of the lots in the subdivision.

Joe Zeibert, Regional Planning Commission, said the applicant shall list Schlicht as the owner. He said the applicant shall identify the Hannah's as the subdividers on the plat. Zeibert said the applicant shall show the existing utilities on Sheet 2. He said the applicant shall correct the typo of Gardner on Note 5 on Sheet 2. Zeibert said the applicant shall show the location of all present property lines, section lines, streets, buildings, and watercourses within the area and within one-hundred (100) feet of the area, on Sheet 2. He said the applicant shall include a note that a 30 feet setback is required between structures for fire suppression purposes that is based on the water pressure that was provided. Zeibert said the applicant shall remove the floating ROW on Sheet 1. He said the applicant shall show the ½ acre for a septic field area for Lot 3.

Kenneth Springs, Citizen Member, had no comments.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, said the District objects to development without all utilities in place.

Nate Bottom, City Engineer, said the adjacent sub-standard roadway agreement applies. Hannah asked if it has to be paid prior to the subdivision. Bottom said it can be done with a pre-annexation agreement. He said Hannah is working with Bob Lowe on an agreement.

Lori Williams, City Traffic Engineer, said ROW for Old Salem Lane shall be 40 feet from the quarter-section line and shall be dimensioned. She said the applicant shall confirm the ROW for Riddle Hill Road with the County. Williams said the applicant shall insure the minimum letter size is 0.14 inch. She said the applicant shall add the owner's phone number to the address on the plat. Williams said the plat shall be signed and sealed by a PLS licensed in Illinois. She said the plat shall display coordinates displayed for each boundary corner, to four decimal places. Williams said Illinois State Plane Coordinates NAD 83, West Zone is preferred. She said the legal description appears to describe the boundary of the minor subdivision. However, Williams said the call outs on the drawing do not match the legal description. She said the applicant shall label the point of beginning and the point of commencement as per the legal description. Williams said the applicant shall identify on the plat two monuments of stone or reinforced concrete set at opposite extremities of the property platted. She said the applicant shall add an accurate outline of any portions of the property intended to be dedicated for public use (ROW dedication). Williams said the applicant shall show the existing widths of adjoining streets. She said the applicant should show soils analysis results. Williams said the leach field area should be shown on the plat and not a separate sheet. She said the applicant shall revise the owner's acknowledgement. Williams said the applicant shall add the following note to the face of the plat regarding the conveyance of ROW: "The Right-of-Way shown hereon is hereby conveyed to the Public as per the Owner's Acknowledgement."

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, said there is an existing hydrant on Riddle Hill between Lots 1 and 2. He said it is assumed that Lot 3 will remain agricultural. Richmond said if a residence is built on Lot 3 a hydrant may be required.

Allen Alexander, Sangamon County Department of Public Health, said the septic field should appear on the plat and not on the second page. He said there have been some issues in the past where people have not seen the second page and modified the site in ways that impeded the ability to put a septic system onto the site. Alexander said at the end of September, 2013, a new septic code went into effect that is more restrictive than the previous code. He said the new code states even pre-treated effluent, i.e. effluent from an aerobic unit, requires 12 inches of separation from the bottom of the trench where the lateral field is to the water table. Alexander said he noticed that according to the soils analysis there are places where the water table is at 12 inches. He said the applicant will probably need to explore some alternative technology, e.g. mound systems, raised fill beds, or possibly drip irrigation, if there are separation issues. Alexander said the document dated September 24 [the location map approval letter] states no discharge of septic or sump pumps into ditches is allowed without written permission from the township road commissioner. He said effective January 1, 2014, no effluent from a private septic system, meaning a sand filter or an aerobic unit will be allowed to be discharged into ditches or a road.

Cyndi Knowles, Sangamon County Zoning Administrator, said the Sangamon County Board approved a rezoning for Lots 1 and 2 to R-1 and a variance for Lot 3 for lot size on September 3.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, had no comments.

Kenneth Springs made a motion to approve the final plat, subject to:

- 1) Listing Schlicht as the owner;
- 2) Identifying the Hannahs as the subdividers on the plat;
- 3) Showing the existing utilities on Sheet 2;
- 4) Correcting the typo of Gardner on Note 5 on Sheet 2;
- 5) Showing the location of all present property lines, section lines, streets, buildings, and watercourses within the area and within one-hundred (100) feet of the area, on Sheet 2;
- 6) Including a note that a 30 feet setback is required between structures for fire suppression purposes;
- 7) Removing the floating ROW on Sheet 1;
- 8) Showing the ½ acre for a septic field area for Lot 3;
- 9) Clarifying the ROW for Old Salem Lane shall be 40 feet from the quarter-section line and dimensioning it;
- 10) Confirming the ROW for Riddle Hill Road with the County;
- 11) Insuring the minimum letter size is 0.14 inch;
- 12) Adding the owner's phone number;
- 13) Adding a PLS signature and seal;
- 14) Displaying coordinates displayed for each boundary corner, to four decimal places;
- 15) Ensuring the call outs on the drawing match the legal description;
- 16) Labeling the point of beginning and the point of commencement as per the legal description;
- 17) Identifying on the plat two monuments of stone or reinforced concrete set at opposite extremities of the property platted;
- 18) Adding an accurate outline of any portions of the property intended to be dedicated for public use (ROW dedication);
- 19) Showing the existing widths of adjoining streets;
- 20) Showing the septic field on the plat rather than on a separate sheet, if needed;
- 21) Revising the owner's acknowledgement;
- 22) Adding the following note to the face of the plat regarding ROW conveyance: "The Right-of-Way shown hereon is hereby conveyed to the Public as per the Owner's Acknowledgement."; and,
- 23) Adding a note to the satisfaction of the Sangamon County Department of Public Health about soil restrictions based on the health code and the location map approval letter.

Cyndi Knowles seconded the motion and the motion passed with Gregg Humphrey voting no.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO.     2007-09

CENSUS TRACT #     39.02

**NAME OF SUBDIVISION:**     Gabriel's Landing – Variance Sec. 16.14.140(C) – Watercourses

**JURISDICTION:**     County

**DATE OF MEETING:**     November 7, 2013

**OWNER:**     Homefield Builders

**ENGINEER:**     Greene & Bradford

**DESCRIPTION:**     Pt. W ½, SW ¼, Sec. 34, T16N, R4W (West side of Gabriel Road,  
south of Mechanicsburg Road and north of Thresher Drive)

25.879    Acres       1       Lots

**MOTION TO RECOMMEND:**     Approve, Subject To

**BY:**     Brian Wright

**2<sup>ND</sup> BY:**     Chris Richmond

**VOTE:**     Unanimous

Terry Nichols, Sangamon County Soil and Water Conservation District, presented the variance request. He said the watercourse easement was laid over an existing waterway. He said the constructed waterway has a lifespan of 10 years. Nichols said this waterway has lived longer than that. He said the bottom area is filled with sediment and the upper area has lost its parabolic shape. Nichols said the upper area is more of a v shape cutting out in the center. He said there is a 4 foot void in the waterway for about 75-80 feet. Nichols said the waterway needs to be rebuilt. He said the proposed new waterway will be 48 feet wide with a depth of 1.2 feet. Nichols said the waterway is proposed to be seeded to a total of 80 feet. He said this will be 32 feet beyond the constructed width of the waterway. Nichols said the reason for this is our design of the waterway is for a 10 year storm. He said because this is a watercourse easement, there was extra footage added to cover a 25 year event which is what our standards say we have to protect. Nichols said in the existing watercourse easement, there is a deep cut in the waterway, and the centerline of the waterway will need to move over about 20-25 feet to get the cut out of the center. He said the construction portion would move the centerline, but it does not have to vary the 100 foot watercourse easement. Nichols reiterated that these waterways have a 10 year life span. He said the watercourse easement on the plat is forever and the plat states there can be no construction or grade changes. Nichols said with the construction there will probably be some grade changes within the waterway itself. He said there are many dips in the waterway currently and that the construction would give the area a more constant grade.

Gregg Humphrey asked what was actually in the variance request.

Joe Zeibert, Regional Planning Commission, said within the County subdivision ordinance there is to be a platted 100 foot easement for the watercourse at the time of platting, 50 feet on center. Zeibert said there are two parts to the variance request. He said the applicant would like to allow some grading work to be done to correct the drainage way. Zeibert said the applicant would also like to reduce the easement width from 100 feet to 80 feet. Nichols said he is not promoting this. He said the grading work needs to be seeded to an 80 foot width. Nichols said he can work with the 100 feet width on the plat. Zeibert said there was a smaller width indicated on the drawing.

Zeibert asked about the 20-25 foot cut. Nichols said the cut will be filled. He said the existing centerline would be moved over 20-25 feet. Nichols said the work will go around the bend and straighten the bend out a bit. Zeibert asked if the centerline would be relocated and then brought back on the existing path. He asked if there would be any work done in the lowest part of the watercourse easement in the back. Zeibert said this area is in floodplain. He said if there will be work done in the floodplain then a floodplain development permit will be required. Nichols said there will have to be a floodplain development permit to do the work. He said the area will have a 48 foot width and a 1.2 foot depth. Nichols said when the work gets near the western portion of the property the waterway would move north slightly. He said this is where the natural flow pattern would go. Nichols said right now it is so sedimented in that area that water just goes everywhere at the end of the waterway, causing further erosion problems. He said this work will put the waterway back online where it is supposed to go.

Zeibert asked about the plantings in the waterway. Nichols said he would be using timothy and smooth brome grass. He said these grasses are a little heavier. Nichols said the grasses would be maintained at a height of 6-9 inches. He said this means it is not grass that you can mow like a yard. Nichols said you have to let it grow out a little and then you can chop it down with a weed mower to keep it at a regulated height during the growing season. Zeibert asked if there would be plantings in the parabolic waterway to help draw water into the ground. He asked if there would be native plantings in the waterway. Nichols said there will be no native plantings within the waterway because it needs to be mowed. He said natives will not survive in this type of habitat where they will be mowed all the time. Nichols said it will be mowed a couple times per year to keep the grass at the height we need it to move the water through smoothly rather than dropping all the sediment off in one spot. He said there will be fabric check strips at the more severe grades every 100 feet. Nichols said the fabric check strips cover 2/3 of the width of the waterway. He said there is about 1 foot above the ground and about 18 inches below the ground. Nichols said this is another safeguard in the armor of the waterway to keep it from cutting out. He said the strips also help since this is the time of the year where seeding is difficult to establish. Nichols said there would have to be a temporary cover this fall. He said this would consist of cereal or rye grass. Nichols said the permanent seeding would be done next spring. He said the fabric check strips will keep the waterway in shape over the winter.

Humphrey asked what the recommendation was from the Regional Planning Commission. Zeibert said the drainage way is not functioning properly. He said in the letter there are gullies forming along the sides of the waterway and our purpose is to preserve the drainage way. Zeibert said if the waterway is not functioning properly then it should be brought to a state where it is. He said as for the 100 foot setback, staff would like to see the 100 foot setback maintained. Humphrey said staff is not recommending varying the 100 foot width. Zeibert said staff is not recommending to vary the width, but to allow for the reconstruction of the waterway as long as County Highway is okay with it. Brian Wright asked about the reconstruction or the realignment. Zeibert said with the realignment there is a deep cut with a tree right in the middle of the waterway where the centerline will move over. He asked how far until the waterway would come back online. Zeibert asked if it was necessary to move the waterway as much as shown on the plans to try and keep it as centered as possible within the 100 feet easement. Nichols said the waterway must move over at least 20 feet. He said the fill that is going in the outside shoulder to make the waterway a lot better prepared to take water.



Nichols said this work would help the waterway not get water up against the walls as often as the centerline will. He said many times with these waterways the hazard is little rains where waters rise quickly rather than bigger rains.

Kenneth Springs, Citizen Member, asked if the area would all be open water drainage, to which Nichols replied yes. Nichols said the whole 48 feet constructed area would be open to drainage. He said when this is overcome then the other existing area of grass will accept water drainage on it. Nichols said this will help reduce erosion in the area. Springs asked what the life span of the new waterway will be. Nichols said the criterion used to design the waterway is a 10 year storm event and that it has a 10 year useable life span. He said with the extra grass it is hoped this will have a 25 year life span. Nichols said it remains to be seen whether this happens or not. He said there are many waterways that are 40-50 years old and that a variety of factors go into how well the waterway functions.

Elliott McKinley, Springfield Park District, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Brian Wright, Sangamon County Highway Department, said the County's stance is to follow Terry Nichols' recommendation because this is his area of expertise.

Mike Johnson, CWLP-Water, asked where this drainage way drains. Nichols said to the South Fork of the Sangamon River. Johnson asked if the vegetative strip would be as wide as it is today after the construction is complete. Nichols said for this work there needs to be an 80 foot wide vegetative strip. He said the watercourse easement is for 100 feet and that he is not promoting that they change the watercourse easement width. Nichols said the only thing he can comment upon is the waterway.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, had no comments.

Lori Williams, City Traffic Engineer, had no comments.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Allen Alexander, Sangamon County Department of Public Health, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Dean Graven, Citizen Member, had no comments.

Brad Bixby, CWLP-Electric, had no comments.

Humphrey asked if there was anyone else who wished to address the Committee on this matter. Zeibert read an email from Reinee Hildebrandt dated November 7, 2013 into the record (see the attached). Humphrey asked if Nichols had any response to the email. Nichols said he was confused on a few points. He said the email mentioned berms. Zeibert said he thinks Hildebrandt wants to slow down the water pressure on the turn so it does not erode. Nichols said there will not be any berms constructed. Zeibert said Hildebrandt is talking about little grades in the base of the waterway. He said in this case instead of immediately rushing to the outside bank the water would slow down and trickle. Humphrey asked what Nichols was installing to control the speed of the water. Nichols said the grade would help control the speed.

He said there will be vegetation that is heavy enough to take the water's speed. Humphrey said he thought there would be fabric installed. Nichols said there will be fabric installed and for a time will help absorb some of the speed. He said the vegetation we plant will take the speed of the water once it is established from the first year on. Nichols said the fabric check strips are temporary until the seeding is established. He said there is a curve there and if anything the curve will be modified so that it is a little straighter. Nichols said the centerline would move for approximately 150 feet before coming back online. He said they could handle more speed from the water, but it could be providing more chances for the waterway to fail by putting the water back on the fill. Humphrey said the variance is based upon a recommendation.

Williams asked about the existing 15-inch CMP and whether the work would shorten the pipe for this new channelization curve. She said it seems that if the pipe is still in the cut section that is existing today then there will be more erosion because more water will shoot out then if the water is flowing over land. Nichols said when the project was surveyed that berm was in front of the pipe. He said our survey intended to take the berm out from in front of the pipe. Nichols said the township commissioner has already taken care of that for us. He said now the waterway will begin on private land. Nichols said it would have no impact on the road. He said the runoff numbers from this project are inconsequential because water runs over the road in a heavy rain. Nichols said the 15 inch tube is not sufficient enough to handle all the drainage way behind it. He said if there is a 5 or 6 inch rain, there will be water over the top of the road. Nichols said they did not base the flow off the end of the 15 inch pipe. He said the flow was based on receiving water from the 37 acre watershed area for this drainage way. Williams said she was talking about low flow. She said if it was low flow it was going to go through the pipe. Nichols said once the grass is established there should not be any problems. He said if there are problems they will come back in and put in some rock to make a pipe outlet that is more secure. Nichols said for right now what our figures show is we should be stable. He said another thing that was not mentioned is that at the end of the pipe there is a 15 inch inlet into a 10 inch tile. Nichols said the tile goes underground and does not follow much of the length of the waterway, but crosses the property and outlets at the northwest corner of the property. He said about 100 foot of the waterway has tile underneath it.

Zeibert asked if County Highway would support the relocated waterway, to which Wright replied yes. He said then staff recommends approval of the relocation work. Humphrey asked if the variance would allow the reconstruction work but then the motion could say to not reduce the width of the drainage way. Zeibert said Dave [Stubblefield] is not here. Humphrey asked if it was in the applicant's variance request. Nichols said the applicant probably asked for a reduction because he does not want to see the easement at all. Zeibert said the applicant included both requests in the variance request. He said the applicant mentioned reducing the width to approximately 48 feet but this was incorrect. Humphrey asked what the staff recommendation is. Zeibert said the width of the watercourse protection easement should remain 100 feet wide.

Brian Wright made a motion to approve a variance of Section 16.14.140(C) – Watercourses – subject to a one-time construction project to allow the reconstruction of the waterway [regrading and realignment] and subject to not reducing the width from 100 feet. Humphrey, Zeibert, and Wright discussed that the motion should specify that the variance will only allow one reconstruction of the waterway. If the applicant wants to reconstruct the waterway again after its useful life, this will trigger another variance request in the future. Chris Richmond seconded the motion and the vote was unanimous.